

COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

Post-Travel Submission
Date Time Stamp
17 MAY 25 PM 3:56

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the Office of Public Records in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.

SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

Name of Traveler: Virgilio Barrera

Employing Office/Committee: Heinrich

Private Sponsor(s) (List all): PPI

Travel Date(s): April 17-22, 2017

Description/Title of Attached Forms: RE-1 (final version); PSTCF (final version)

Purpose of Amendment (describe the reason for amending original submission): Post-travel submission
must be amended with the Office of Public Records in SH-232.

May 25, 2017
(Date)

[Signature]
(Signature of Traveler)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Date/Time Stamp:

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Virgilio Barrera

Employing Office/Committee: Senator Martin Heinrich

Private Sponsor(s) (list all): Progressive Policy Institute

Travel date(s): April 17 to April 22, 2017

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Paris, France; Brussels, Belgium; Berlin, Germany

Explain how this trip is specifically connected to the traveler's official or representational duties:

This trip is meant to educate staff on issues related to U.S. - EU relations, including concerns with security, tax and trade. As Legislative Director, Virgilio provides my office and me counsel on these issues.

Name of accompanying family member (if any): N/A

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

3-17-17
(Date)

(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Martin Heinrich hereby authorize Virgilio Barrera
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

(Date)

(Revised 10/19/15)

(Signature of Supervising Senator/Officer)

Form RE-1

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MAR 17 PM 1:29

Name of Traveler: Virgilio BarreraEmploying Office/Committee: Senator Martin HeinrichPrivate Sponsor(s) (list all): Progressive Policy InstituteTravel date(s): April 17 to April 22, 2017Note: If you plan to extend the trip for any reason you must notify the Committee.Destination(s): Paris, France; Brussels, Belgium; Berlin, Germany

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3-17-17
(Date)

[Signature]
(Signature of Employee)

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(Print Senator's/Officer's Name) (Print Traveler's Name)

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3/17/2017
(Date)

[Signature]
(Signature of Supervising Senator/Officer)

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PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): The Progressive Policy Institute (PPI)
2. Description of the trip: To inform US congressional staff about issues related to the US-EU relationship from a European perspective, including concerns with security, tax, trade, privacy, competition.
3. Dates of travel: April 17, 2017 to April 22, 2017
4. Place of travel: Paris, France; Brussels, Belgium; Berlin, Germany
5. Name and title of Senate invitees: Please see attached.
6. I *certify* that the trip fits one of the following categories:
 - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
 - OR -
 - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
 - AND -
 - ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
 - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
 - AND -
 - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

PPI is the sole sponsor in organizing and conducting the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

This trip is a continuation of more than 25 years of PPI's work in Europe. The purpose of the trip is related to our mission of educating congressional staff on EU-US issues from a European perspective and how European government and the U.S. can better work together on common issues.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

PPI has sponsored congressional travel to New Orleans in 2001, New York City in 2015, and to Europe in 2014, 2015, and 2016.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

PPI is a think-tank that works for pragmatic solutions to public policy issues through the writing and analysis of policy proposals and hosting of educational events.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$1350	\$770	\$400	\$0
<input type="checkbox"/> Actual Amounts				

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

b) the trip involves an event that is arranged or organized specifically with regard to congressional participation

18. Reason for selecting the location of the event or trip

Key EU public policy and political decisions are being made in the locations of this trip.

19. Name and location of hotel or other lodging facility:

Hilton Paris Opera; Hilton Brussels; Hilton Berlin

20. Reason(s) for selecting hotel or other lodging facility:

Location and cost

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

All daily expenses are under the maximum per diem rates for official Federal Government travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

This mission will provide coach plane and train travel.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

N/A

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.)

Signature of Travel Sponsor: 

Name and Title: Lindsay Mark Lewis, Executive Director

Name of Organization: Progressive Policy Institute (PPI)

Address: 1200 New Hampshire Ave, NW Suite 575 Washington, D.C. 20036

Telephone Number: 202-617-4042

Fax Number: 202-525-3941

E-mail Address: llewis@ppionline.org